
[The Blue Letter](#)

October 17, 2025

Honorable Mayor & Esteemed City Councilmembers:

Vandalia Bikeway Connector – SAVE THE DATE – The bikeway connector project is coming to an end after many years of planning, engineering, and construction. Over the past week, crews have repaved and striped East National Road for the on-street bike lanes, reconfigured traffic lanes along South Brown School Road to accommodate the bike lanes and posted bike signage along these roads as well as through the Foley plat. This new bikeway connector allows enthusiasts to connect with the Great Miami Recreation Trail and provides a designated path to access the bikeway and hundreds of miles of paved trails throughout the Miami Valley and southwest Ohio. The ribbon cutting ceremony is tentatively scheduled for Thursday, October 30, 2025, with a location and time to be determined. Please save the date so you can join us in this ribbon cutting and celebration.

2026 Budget Workshop - Council established two budget workshops to be held in the basement of the Municipal Building. Budget workshop #2 will be held Monday, October 20, 2025, 4:00 – 6:00 pm., breaking for the Study Session and Council Meeting, returning to Budget Workshop after the Council Meeting, if needed.

Vandalia Halloween Hangout, Saturday, October 25th - Come out to the Vandalia Sports Complex from 11:00 am to 2:00 pm and have a spooky good time at the Halloween Hangout! There will be food trucks, hayrides, Trick-or-Treat, inflatables, kid's activities, Halloween costume judging, many craft vendors, and more! All ages welcome; it is free to attend.

Beggar's Night, Friday, October 31st - Beggar's Night will be held Friday, October 31 from 6:00 p.m. to 8:00 pm.

Monday, October 20, 2025, Council Meeting - The Study Session will begin at 6:15 p.m. The Council meeting will begin at 7:00 pm.

Study Session:

Presentations:

Dayton Chamber on Airport Service Expansion - Chris Kershner, President & CEO for the Dayton Area Chamber, will present Council with information, requesting funding commitments for the Airport Service Expansion.

Monday, October 20, 2025:

Items on this evening's Council Meeting agenda

Liquor Permit Toasted of Vandalia LLC - Enclosed is a memorandum from Chief Sucher recommending Council does not request a ODCL hearing for the request for a new permit at 352 East National Road for Toasted of Vandalia LLC, DBA Toasted of Vandalia. This item will also be on the Monday, October 20th Council meeting for Council to take action on.

Ordinance: Assessments July, August and September - This emergency ordinance assesses properties for delinquent accounts related to storm water fees, trash collection, delinquent sewer & water, weed cutting and property maintenance.

Discussion Items:

Variance: BZA 25-0008 - 6-Foot Fence in Zone A – 775 Cassel Creek Drive - The Applicant, Wesley Coehick, on behalf of Kaytlin Rogers has requested a variance to construct a 6-foot fence on his corner lot within Zone A for the property located at 775 Cassel Creek Drive. The proposal involves allowing a 6-foot fence to encroach 12 feet into Zone A. On October 8, 2025, the Board of Zoning Appeals voted 5-0 to recommend approval with one condition, the fence shall not extend more than 12 feet into Zone A.

2025 Additional Sidewalk Curb Ramp Repairs - Under \$50,000 - Due to favorable pricing received for the 2025 Curb and Sidewalk project and the Poe/Wyse/Miller Resurfacing Design, Director Borton plans to proceed with additional sidewalk curb ramp replacements throughout the City. Coate Construction, who successfully completed the 2025 Curb and Sidewalk project, has agreed to honor their unit pricing for this work, which is estimated at approximately \$46,000. The improvements will enhance pedestrian safety by adding more ADA-compliant curb ramps in areas scheduled for resurfacing next year and at locations needed for the Poe/Wyse/Miller project.

September 2025 Financial Reports - Mrs. Leiter will deliver the September 2025 Financial Reports.

Legislative Calendar - The calendar is included in your packets for your review.

Council Meeting:

Action Items:

Boards & Commissions Appointment – Ron Adkins – Vandalia Housing Code Board of Appeals - At the October 20th Council Meeting, you will be asked to consider the appointment of Ron Atkins to the Vandalia Housing Code Board of Appeals as an Alternate Member. A memo from Deputy Clerk of Council Swartz, Mr. Atkins' application and the Vandalia Housing Code Board of Appeals roster are included in the Council packets.

Boards & Commissions Appointment – Kelli Back – Vandalia Planning Commission - At the October 20th Council Meeting, you will be asked to consider the appointment of Kelli Back to the Vandalia Planning Commission. A memo from Deputy Clerk of Council Swartz, Ms. Back's application and the Vandalia Planning Commission roster are included in the Council packets.

Liquor Permit Toasted of Vandalia LLC - Enclosed is a memorandum from Chief Sucher recommending Council does not request a ODCL hearing for the request for a new permit at 352 East National Road for Toasted of Vandalia LLC, DBA Toasted of Vandalia.

Resolutions:

Resolution 25-R-44: 2026 Summer Schedule - This is a resolution to set the summer schedule of City Council meetings during the months of June, July, and August 2026. The proposal is that the City Council meet once per month, on the 3rd Monday of each month. The City Council Study Session would begin tentatively at 5:30 pm with the regular business meeting commencing at 7:00 pm. The official dates for 2026 would be June 15, July 20, and August 17. In previous years, after providing adequate notice, the City Council has held special meetings on the first Monday to consider planning and zoning items to be efficient and expeditious in the processing of lawful applications. If it is the desire of the City Council, I would recommend maintaining this same practice in 2026.

Resolution 25-R-45: Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor - This resolution will accept the Amounts and Rates for Tax Year 2025. The Montgomery County Auditor noted the Amounts and Rates are subject to change due to election results and value changes. The revenue estimates continue to be at 95% collection. The packet includes a memo detailing the Local Government Fund distribution estimates for Calendar Year 2026, provided by the Montgomery County Auditor.

Resolution 25-R-46: 2026 EMS Billing Rates – During their annual review with MediCount, the Division of Fire identified Vandalia's EMS Billing structure is not aligned with the fee structures of surrounding jurisdictions. To remain competitive in the market, we recommend making these adjustments. We will also be discussing a potential change in our billing and collection methods aimed at reducing the number of write-offs. Chief Follick is recommending MediCount be permitted to begin sending non-resident clients to collections at the end of the standard billing cycle. This change will not affect residents, who will continue to be billed under the current process.

Resolution 25-R-47: Poe Ave., Wyse Rd. & Miller Lane Resurfacing Design – The City of Vandalia received STP grant funding through MVRPC for the resurfacing of Poe Avenue, Wyse Road, and Miller Lane, with a total project cost estimated at \$1,228,560 and up to \$843,334 covered by the grant. As part of the City's commitment, preliminary engineering and design are our responsibility. Four firms submitted proposals, and Choice One Engineering of Sidney, OH provided the lowest and best proposal at \$51,400. With \$104,115 allocated in the 2025 Capital Improvement Budget, Director Borton recommends that Council award the design contract to Choice One Engineering.

Resolution 25-R-48: Johnson Station Rd Bridge Replacement – ODOT Participatory Resolution - The City of Vandalia is partnering with ODOT on the Johnson Station Road bridge replacement project, which has received \$1,382,327 in federal funding through the Municipal Bridge Program and \$200,000 for preliminary design work. To keep the project on schedule, Director Borton recommends that Council approve a resolution authorizing ODOT to manage the bidding and construction phases. Stage 2 plans have been reviewed, with final approvals expected in 2026, bidding anticipated in Autumn 2026, and construction beginning in January 2027.

Resolution 25-R-49: Helke Park Swing Area Safety Surfacing Project – The Parks & Recreation Department is recommending waiving the formal bidding process for the purchase and installation of Safety Surfacing for the proposed Helke Park swing area project, authorizing the purchase through the Sourcwell Cooperative Procurement program with Forever Lawn of Ohio at a cost not to exceed \$60,000. The total payment of the safety surface contract when combined with the swing area equipment contract with Landscape Structures shall not exceed the total budget amount of \$111,000 for the swing area project Helke Park.

Resolution 25-R-50: Helke Park Swing Area Equipment Project – The Parks & Recreation Department is recommending waiving the bid process for the capital purchase of swing area equipment for Helke Park, authorizing

the purchase through the State of Ohio Procurement program Ohio State Contract #RSC026359-STS640 with Landscape Structures of Delano, Minnesota at a cost not to exceed \$51,000. The total payment of the swing area equipment contract when combined with the playground safety surface contract with Forever Lawn of Ohio shall not exceed the total budget amount of \$111,000 for the swing area project at Helke Park.

Ordinances First Reading

Ordinance 25-26: PC 25-0013 – Rezoning – 770 Bolton Abbey Lane – Foxfire Section 8 – RSF-2 to RSF-4 & A - The applicant, Greg Berling on behalf of Campbell Berling Development, requests a change of zoning for the property at 770 Bolton Abbey Lane. The proposal involves rezoning one parcel totaling 15.485 acres +/- from the RSF-2 Residential Single-Family district to the RSF-4 Residential Single-Family and A - Agriculture districts. If approved, the property would be developed with 35 new single-family residential homes as Section 8 of the Foxfire subdivision. On September 23, 2025, the Planning Commission voted 2-1 in favor of Staff's recommendation of approval.

Ordinances Second Reading

Ordinance 25-24: Recreation Center & Senior Center Fees – At the September 15th Council Study Session, Recreation Director Alicia McCracken provided information to City Council relating to Parks & Recreation Department Fees for the Vandalia Recreation Center and Vandalia Senior Center. She provided a historical breakdown, cost recovery analysis and recommendations to update user fees for Vandalia Recreation Center and Vandalia Senior Center.

Ordinances Emergency Reading

Ordinance 25-25: Emergency Ordinance- Assessments – This emergency ordinance assesses properties for delinquent accounts related to storm water fees, trash collection, delinquent sewer & water, weed cutting and property maintenance.

September Bill Listing – Mayor Herbst will deliver the September 2025 Bill Listing

The next Council meeting is on **Monday, October 20, 2025, at 7:00 pm**. The meeting will be an in-person meeting in the Council Chambers at 333 James E. Bohanan Memorial Drive, Vandalia, OH 45377. The meeting is open to Council, staff, and the public to attend in-person. The meetings will be accessible for viewing through Zoom. You may contact the City at 937-415-2256 or aswartz@vandaliaohio.org for the phone number and link to this meeting prior to 3:00 pm the day of the meeting. Please note, in compliance with Ohio Revised Code, no comments, electronic or oral, will be allowed by people that are participating electronically through Zoom. Anyone who wishes to be heard on a topic will need to appear personally at the meeting. **The Study Session will begin at 6:15 pm followed by the City Council Meeting at 7:00 pm.**

Please contact me directly with comments and questions.

Very Respectfully,

Kurt E. Althouse
City Manager

CC: Board and Commission Members
All City Employees